

The Texas State Library and Archives Commission
House Bill 12 Required Report

The following information is presented pursuant to House Bill 12, 83rd Texas Legislature, Regular Session, which amended Gov't Code §659.026 (b). This document fulfills Texas State Library and Archives Commission's compliance with House Bill 12.

(1) the number of full-time equivalent employee employed by the agency (FTE cap):

FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
169.5	163.5	163.5	168.5	168.5	169.5

Source: General Appropriations Act for the appropriate biennium.

(2) the amount of appropriations to the agency for each fiscal year of the current state fiscal biennium:

Legislative Appropriations for the FY 2018-2019 Biennium	FY 2018	FY 2019
	\$35,195,359	\$30,815,546

Source: Senate Bill 1, Conference Committee Report, General Appropriations Act for the 2018 – 19 biennium.

(3) agency's methodology, including any employment market analysis, for determining the compensation of executive staff employed by the agency, along with the name and position of the person who selected the methodology:

The Texas State Library and Archives Commission used the 2012 Salary Survey conducted by Chief Officers of State Library Agencies for the compensation of agency chief executive officer. TSLAC submitted this analysis to the Texas Legislature to justify the salary increase request for this position in Fiscal Year 2013. Commission Chairman, Michael C. Waters, selected this methodology. The salary for the chief executive officer was increased in 2016 due to the 2.5% salary increase awarded by the 84th Legislature.

Salaries for other executive staff are benchmarked against similar positions at other state agencies. The agency's chief executive officer, Mark Smith, Director and Librarian, selected this methodology for these positions.

(4) whether executive staff are eligible for a salary supplement:

The TSLAC Director & Librarian (chief executive) is not eligible for a salary supplement, nor are any of the other executive staff. However, these executive staff were all eligible to receive the 2.5% retirement offset/salary increase approved by the 84th Legislature.

Source: State Auditor's Office, *Executive Compensation at State Agencies*, August 2014

(5) the market average for compensation of similar executive staff in the private and public sectors:

Director and Librarian, Texas State Library and Archives Commission (306)		
Current Salary ¹		\$143,500
Market Averages	\$142,212 ²	\$168,010 ³
Current Salary Group ¹		3
Recommended Salary Group ⁴		4
Current Salary Group Salary Range ⁵		\$92,600 to \$149,240
Recommended Salary Range ⁴		\$106,500 to \$167,500

Sources: ¹ S.B.1, Conference Committee Report, FY 2018 – 2019, agency appropriations

² Texas Tribune website, salaries for state agency executive directors from Texas Comptroller information as of 04/24/17

³ Average Salary of Houston, Dallas, and San Antonio Public Library Directors

⁴ State Auditor's Office, *Executive Compensation at State Agencies*, August 2014

⁵ S.B.1, Conference Committee Report, FY 2018 – 2019, Article IX, Section 3.04(b)(2)

Assistant State Librarian; Chief Operations and Fiscal Officer (2 FTEs)	
Current Salary Range ¹	\$108,938 - \$114,284
Average Range for Salary Group ²	\$90,000 - \$142,000
Current Salary Group	B - 28
Current Job Classification	Director III

Sources: ¹ September 1, 2017 salaries

² State Auditor's Office E-CLASS System for FY 2018; 1622 - Director III

Division Director (5 FTEs)	
Current Salary Range ¹	\$81,504 - \$96,000
Average Range for Salary Group ²	\$79,500 - \$129,079
Current Salary Group	B - 27
Current Job Classification	Director II

Sources: ¹ September 1, 2017 salaries

² State Auditor's Office E-CLASS System for FY 2018; 1621 – Director II

(6) the average compensation paid to employees employed by the agency who are not executive staff:

Average Agency Classified Salaries					
FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
\$40,635	\$42,616	\$44,695	\$46,844	\$47,249	\$49,335

Sources: FY 2013 – 2016 State Auditor's Office, 2016 Workforce Summary Report

FY 2017 Electronic Classification Analysis System reporting of classified, regular full-time employee's average salary. FY 2018 is estimated based on filled full-time positions as of 09-01-2018. Note: Excludes Director & Librarian, Assistant State Librarian, and Chief Operating & Fiscal Officer salaries.

(7) *percentage increase in compensation of executive staff for each fiscal year of the five preceding fiscal years and the percentage increase in legislative appropriations to the agency each fiscal year of the five preceding fiscal years:*

Position	Incumbent	Fiscal Year / Salary ¹				
		2013	2014	2015	2016	2017
Director & Librarian	Peggy Rudd ^{1, 2}	\$104,500	N/A	N/A	N/A	N/A
Percent Increase in Compensation		0%				
Director & Librarian	Mark Smith ⁴	NA	\$140,000	\$140,000	\$143,500	\$143,500
Percent Increase in Compensation			N/A	0%	2.5%	0%
Ass't State Librarian	Edward Seidenberg ^{2, 3}	\$103,250	\$125,000	\$130,000	N/A	N/A
Percent Increase in Compensation		0.98%	21.36%	4.00%		
Ass't State Librarian	Gloria Meraz ⁵	N/A	N/A	N/A	\$8,791	\$105,000
Percent Increase in Compensation					N/A	0%
Chief Oper/Fiscal Officer	Donna Osborne	N/A	N/A	N/A	\$100,917	\$108,008
Percent Increase in Compensation					N/A	7.03%
Director, Admin	Donna Osborne	\$72,950	\$80,477	\$81,506	N/A	N/A
Percent Increase in Compensation		1.32%	10.32%	1.28%		
Director, ARIS	Jelain Chubb	\$74,800	\$79,533	\$83,762	\$89,732	\$93,499
Percent Increase in Compensation		0.94%	6.33%	5.32%	7.13%	4.20%
Director, LDN	Deborah Littrell	\$80,663	\$87,257	\$87,252	\$92,702	\$94,000
Percent Increase in Compensation		0.94%	8.17%	-0.01%	6.25%	1.40%
Director, LDN	Jennifer Peters	N/A	N/A	N/A	N/A	\$81,504
Percent Increase in Compensation						N/A
Director, IRT	Manual Alvarez ⁶	\$78,690	\$83,814	\$88,590	\$91,827	\$95,000
Percent Increase in Compensation		0.96%	6.51%	5.70%	3.65%	3.45%
Director, IRT	Stephen Rapp	N/A	N/A	N/A	N/A	\$96,000
Percent Increase in Compensation						N/A
Director, SLRM	Craig Kelso	\$71,250	\$76,250	\$80,816	\$88,369	\$93,498
Percent Increase in Compensation		1.06%	7.02%	5.99%	9.35%	5.80%
Director, TBP	Ava Smith	\$75,278	\$81,318	\$81,853	\$88,849	\$93,498
Percent Increase in Compensation		1.01%	8.02%	0.66%	8.55%	5.23%

Source: Texas State Library & Archives Commission

¹ Amounts reflect budgeted salary for Director & Librarian position effective Sep 1 of each fiscal year.

² Peggy Rudd retired in March 2013, and amount shown included full annual salary; Edward Seidenberg served as Interim Executive Director & Librarian until replacement was hired.

³ Edward Seidenberg received \$1,249.98 additional during FY 2013 for 9 months of service as Interim Director & Librarian.

⁴ Mark Smith was appointed as the new Director and Librarian by the Commission effective November 1, 2013; salary shown reflects budgeted salary, per respective GAA.

⁵ Gloria Meraz was employed for one month in FY 2016; salary shown reflects actual salary paid during that fiscal year.

⁶ Manual Alvarez worked part-time for some of 2017; amount for salary reflects full-time salary rate.

	Fiscal Year				
	2013 ¹	2014	2015 ²	2016 ³	2017 ^{3, 4}
Legislative Appropriation for TSLAC	\$15,629,008	\$26,837,208	\$18,838,634	\$32,787,054	\$31,375,486
% Increase/Decrease in Legislative Appropriations	-61.37%	41.76%	-42.46%	42.54%	-4.50%

Sources: General Appropriations Act, FY 2012 – 2013, FY 2014 – 2015, and FY 2016 – 2017 biennia

¹ Legislative Appropriation reduction reflects actual decrease in General Revenue funds, expiration of ARRA grant funds, and anticipated reduction in Federal LSTA funds due to agency's inability to meet Federal Maintenance of Effort (MOE) requirements; agency received MOE waiver, so anticipated LSTA reduction was not realized.

² Legislative Appropriation reflects anticipated decrease in Federal LSTA funds due to agency's inability to meet Federal MOE requirements; agency received MOE waiver, so anticipated LSTA reduction was not realized.

³ Legislative Appropriation shown for 2016 and 2017 includes \$250,000 each year for implementation of CAPPS, per Section 18.03 of Article IX of the GAA; however, the number presented here does NOT include 2.5% Legislative Salary increase for general state employees, per Article IX, Section 18.02 of the GAA.

⁴ Legislative Appropriation shown for 2017 is less due to anticipated reduction in Federal Funds.